

Terms of Reference

The logo for the Capital Regional District (CRD) is located in the top right corner of the header. It consists of the letters "CRD" in a stylized, bold, sans-serif font, positioned above a series of curved, overlapping lines that suggest a landscape or water.

SOLID WASTE ADVISORY COMMITTEE

PREAMBLE

The Capital Regional District (CRD) Solid Waste Advisory Committee is an Advisory Committee established by the CRD ~~Environmental Services~~ Parks & Environment Committee to provide input on solid waste management matters and meet the requirements of the Ministry of Environment's *Guide to Solid Waste Management Planning* for an advisory committee on the development and implementation of the Solid Waste Management Plan (SWMP).

The Committee's official name is to be:

Solid Waste Advisory Committee

1.0 PURPOSE

The mandate of the Committee includes advising the ~~Environmental Services~~ Parks & Environment Committee regarding the following:

- a) providing input on major solid waste management matters
- b) serving as the advisory committee to the Steering Committee (~~Environmental Services~~ Parks & Environment Committee) on the development of Revision 3 of the SWMP
- c) acting as plan monitoring advisory committee for the new SWMP, once approved

2.0 ESTABLISHMENT AND AUTHORITY

- a) The ~~Environmental Services~~ Parks & Environment Committee will:
 - appoint the committee members for up to a three-year term
 - act as the Steering Committee for Revision 3 of the SWMP
 - appoint a member as the liaison between the advisory committee and the Parks and ~~Environmental Services~~/Steering Committee
 - ~~make recommendations to the CRD Board to appoint committee members for a three-year term~~
- b) The Committee will report its input to the ~~Environmental Services~~ Parks & Environment Committee for consideration. The CRD Board is the final decision-making authority.

3.0 COMPOSITION

The Committee shall consist of members representing a diversity of background, interests and geographical location, representing a balance between technical and non-technical members and industry and public members, as follows:

Representation	Number of Members
Regional district director (Member of Environmental Services-Parks & Environment Committee)	1
Municipal engineering staff who are involved in solid waste collection	2
Electoral Area representative	1
First Nations	2
Environmental organizations	1
Business groups	1
Non-profit group with an interest in solid waste (e.g. reuse organization)	1
Large waste generators (industrial, commercial, institutional)	2
Owners/operators of private waste management facilities	2
Private sector industry collection service providers	2
Composting industry representative	1
Product stewardship agency	1
Community representative (representing Prospect Lake/Hartland area)	1
Public representatives, at large	3
Willis Point representative	1

4.0 PROCEDURES

~~a)~~ a) The CRD Board Procedures Bylaw will apply.

~~a)b)~~ a)b) Member from Parks & Environment Committee shall be Chair of Solid Waste Advisory Committee

~~b)c)~~ b)c) The committee shall meet at the call of the Chair and have special meetings, as required.

~~e)d)~~ e)d) The agenda will be finalized in consultation between staff and the Chair.

~~e)e)~~ e)e) A quorum is a majority of the committee membership and is required to conduct committee business.

5.0 RESOURCES AND SUPPORT

- a) The Senior Manager, Environmental Resource Management, will lead the coordination and allocation of resources to the Committee.
- b) Minutes and agendas are prepared and distributed by the Environmental Resource Management division.

Approved by CRD Parks & Environment Committee on _____, 2019
Approved by CRD Board on _____, 2019